



CO-OPERATIVE FEDERATION OF VICTORIA LTD.

225 Swanston Street, Melbourne, Victoria 3000, Australia

Telephone: (03) 663 1674

Postal Address: G.P.O. Box 5211AA, Melbourne, Victoria 3001, Australia

TO: Co-operatives in Victoria

FROM: Executive Officer, Co-operative Federation of Victoria Ltd.

CO-OPERATIVE SERVICES FOR CO-OPERATIVES

The Co-operative Federation of Victoria, as the umbrella organisation for Co-operatives of all types in Victoria, offers services in specialist Co-operative advice and assistance to Victorian Co-operatives.

The Federation is a non-government body, with representation on the Minister's Co-operative Societies Advisory Council and on the Employment Co-operative Development Programme Funding and Advisory Committee. It is funded by its member Co-operatives and is controlled by a Board of Directors elected from member representatives. It is associated with National and international Co-operative organisations.

In addition to providing consultative and advisory services and relating on behalf of Co-operatives with Government, the Federation is equipped to provide practical business cost saving services of a co-operative nature, i.e. provide group benefits for participating member Co-operatives.

These services include:

1. CENTRALISED BANKING

Where current account credit balances can earn interest, where unused funds can obtain a better return on the short term money market, where overdraft costs are reduced.

2. CENTRAL ACCOUNTING SERVICE

Providing a professional low cost accounting service for the smaller Co-operative. The service would include on relative cost basis - budgeting, monthly reports for Board meetings, end of year balancing for audit.

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3. CENTRAL AUDIT SERVICE

One object of the Federation provided in The Co-operation Act 1981 is audit of component member co-operatives' accounts. It also provides that auditors of Co-operatives must be registered Company auditors.

By arrangement with a Melbourne metropolitan firm of chartered accountants and specialist co-operative auditors, authorised in accordance with the Act, the Federation can provide a central auditing service for its members.

4. GROUP INSURANCE

Where lower premiums payable can achieve improved risk coverage through negotiation of co-ordinated user strength with insurance brokers.

5. BULK FUEL PURCHASING

Where better cost prices can be negotiated through increased buying strength.

6. EDUCATION AND TRAINING

For Directors, Management and Members in responsibilities and benefits of involvement in a Co-operative business.

Other services include:

Typing, secretarial and printing services.

Use of Melbourne city address and centrally located city office.

Enquiries are invited.

Please complete and return the attached form to the Federation office for our representative to contact you and discuss these services in greater detail.

W. W. Rawlinson.